

**CONFIDENTIAL**

FILE *Training 3-1*  
DD/S 68-4346

23 AUG 1968

**MEMORANDUM FOR:** Director of Communications  
Director of Finance  
Director of Logistics  
Director of Medical Services  
Director of Personnel  
Director of Security  
Director of Training  
Chief, Support Services Staff

**SUBJECT : Career Trainees**

1. The Director issued a memorandum dated 22 August 1968 to the Deputies, subject as above. The memorandum is quoted as follows:

"Our discussion Tuesday morning, 20 August, on the management of Career Trainees demonstrated that we are all conscious of the need for proper handling of their first assignments. I have asked the Director of Personnel to give me quarterly reports about the Program, with particular emphasis on our losses. I am concerned with identifying what practices in which components are failing to hold these young professionals. Please insure to the extent reasonable that new graduates of the Program are assigned to those supervisors whose competence, interest, and understanding are directed to careful early development of these long-range assets."

2. I ask that each of you personally assure that all employees assigned to you are appropriately placed in line with this guidance from the Director. It will be necessary that you and I obtain periodic information to assure us that the Career Trainees and others are properly assigned.

SIGNED R. L. Bannerman

R. L. Bannerman  
Deputy Director  
for Support

EO-DD/S:VRT:es (23 Aug 68)

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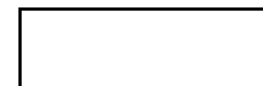
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22 August 1968

MEMORANDUM FOR: Deputy Director for Intelligence  
Deputy Director for Plans  
Deputy Director for Science and Technology  
Deputy Director for Support ✓

SUBJECT: Career Trainees

Our discussion Tuesday morning, 20 August, on the management of Career Trainees demonstrated that we are all conscious of the need for proper handling of their first assignments. I have asked the Director of Personnel to give me quarterly reports about the Program, with particular emphasis on our losses. I am concerned with identifying what practices in which components are failing to hold these young professionals. Please insure to the extent reasonable that new graduates of the Program are assigned to those supervisors whose competence, interest, and understanding are directed to careful early development of these long-range assets.



Richard Helms  
Director

25X1

cc: DDCI  
Ex. Dir.